

UTAH COUNTIES INSURANCE POOL

BOARD OF TRUSTEES MEETING

Thursday, May 13, 2010, 12:00 p.m.

Hilton Garden Inn, 1731 S. Convention Center Drive, St. George

AGENDA

12:00 Lunch Provided

12:30 Call to Order Kay Blackwell

ITEM ACTION

- | | | |
|---|--|---------------|
| 1 | Review/Excuse Board Members Absent | Kay Blackwell |
| 2 | Review/Approve April 13 Meeting Minutes | Steve Wall |
| 3 | Ratification and Approval of Payments and Credit Card Transactions | Steve Wall |
| 4 | Review/Approve 2009 Financial Audit | Steve White |
| 5 | Set Date and Time for Closed Meeting
to Discuss Character, Professional Competence, Physical/Mental Health of an Individual | Kay Blackwell |
| 6 | Action on Personnel Matters | Kay Blackwell |
| 7 | Set Date and Time for Closed Meeting
to Discuss Pending or Reasonably Imminent Litigation | Kay Blackwell |
| 8 | Action on Litigation Matters | Kent Sundberg |

INFORMATION

- | | | |
|----|----------------------------------|----------------|
| 9 | Chief Executive Officer's Report | Johnnie Miller |
| 10 | Other Business | Kay Blackwell |



Utah Counties Insurance Pool
Supporting Your Goals Since 1992

BOARD OF TRUSTEES MEETING MINUTES

May 13, 2010, 12:00 p.m.
Hilton Garden Inn, St. George, UT

BOARD MEMBERS PRESENT

Kay Blackwell, *President*, Piute County Commissioner
Ken Bischoff, *Vice President*, Weber County Commissioner
Bruce Adams, San Juan County Commissioner
Brad Dee, Weber County Human Resources Director
Jim Eardley, Washington County Commissioner
Gerald Hess, Davis County Deputy Attorney
Jerry Hurst, Tooele County Commissioner
Karla Johnson, Kane County Clerk-Auditor
Wayne Smith, Iron County Commissioner
Steve Wall, *Secretary-Treasurer*, Sevier County Clerk-Auditor

ABSENT

LaMar Guymon, Emery County Sheriff
Kent Sundberg, Utah County Deputy Attorney

OTHERS PRESENT

Johnnie Miller, UCIP Chief Executive Officer
Maris Bischoff, Weber County Resident

Call to Order

Kay Blackwell called this meeting of the Utah Counties Insurance Pool Board of Trustees to order at 12:07 p.m. on May 13, 2010 and welcomed those in attendance.

Review/Excuse Board Members Absent

LaMar Guymon and Kent Sundberg had prior commitments and requested to be excused. Ken Bischoff made a motion to excuse LaMar Guymon and Kent Sundberg from this meeting. Steve White seconded the motion, which passed unanimously.

Approve April 13 Meeting Minutes

The minutes of the Board of Trustees meeting held April 13, 2010 were previously sent to the Board Members for review. Steve Wall made a motion to approve the April 13, 2010 meeting minutes as written. Ken Bischoff seconded the motion, which passed unanimously.

Ratification and Approval of Payments and Credit Card Transactions

Steve Wall reviewed the payments made, payments to be made (see attachment number one) and credit card transactions with the Board. Steve Wall made a motion to approve the payments made, payments to be made and credit card transactions. Karla Johnson seconded the motion, which passed unanimously.

Review/Approve 2009 Financial Audit

Steve White, as Chairman of the Audit Committee, provided the Board with a review of the Independent Auditors Report and Management Letter for the year ending December 31, 2009. The Audit Committee had met with the auditors the prior week. Steve White noted that as a result of additional training and work performed by Sonya White, UCIP Manager of Administration, and Steve Wall, UCIP Secretary Treasurer, there were significantly fewer journal entries required for the audit

process, which the auditors considered favorable. Steve White also noted that there were no significant findings or concerns expressed by the auditors in their report or Management Letter. Brad Dee expressed his appreciation of the extra effort of Sonya White and Steve Wall. Brad Dee made a motion to approve the 2009 Financial Audit Report. Jerry Hurst seconded the motion, which passed unanimously.

Set Date and Time for Closed Meeting

Brad Dee made a motion to set date and time for closed meeting to discuss character, professional competence, physical/mental health of an individual at 12:10 p.m. on May 13, 2010. Ken Bischoff seconded the motion, which passed unanimously.

The regular meeting resumed at 12:18 p.m. on May 13, 2010.

Action on Personnel Matters

Steve White made a motion to strike agenda item: Action on Personnel Matters. Steve White seconded the motion, which passed unanimously.

Set Date and Time for Closed Meeting

Ken Bischoff made a motion to set date and time for a closed meeting to discuss pending or reasonably imminent litigation at 12:20 p.m. on May 13, 2010. Steve White seconded the motion, which passed unanimously.

The regular meeting resumed at 12:57 p.m. on May 13, 2010.

Action on Litigation Matters

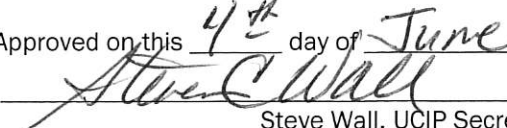
Jerry Hess made a motion to strike agenda item: Action on Litigation Matters. Steve White seconded the motion, which passed unanimously.

Chief Executive Officer's Report

Johnnie Miller reported that he recently met with the Morgan County Council to discuss UCIP and present the Council with a check for approximately \$12,000 related to their 2009 workers compensation premium audit. Johnnie reported he attended continuing education courses for his Certified Insurance Councilor and Certified Risk Manager designations. Johnnie reported that UCIP recently held a NIMS training session at the UCIP offices. The training was not well attended. Johnnie indicated that staff does not plan to schedule any additional NIMS training sessions at this time. The Planning and Zoning Conference and the Personnel Workshop were well attended by member officials and employees.

Other Business

The next meeting of the Board of Trustees is scheduled for June 4, 2010 at 8:00 a.m. at the Homestead Resort, Midway.

Approved on this 4th day of June 2010

Steve Wall, UCIP Secretary-Treasurer

Utah Counties Insurance Pool

Payments

April 14 - May 13, 2010

Type	Date	Num	Name	Memo	Split	Amount
ML Expense						
Liability Check	4/14/2010		QuickBooks Payroll Service	Created by Payroll Services on 04/09/2010	-SPLIT-	-13,047.24
Liability Check	4/29/2010		QuickBooks Payroll Service	Created by Payroll Services on 04/26/2010	-SPLIT-	-13,047.27
Liability Check	4/14/2010	ONLINE	United States Treasury	EFT ACKNOWLEDGEMENT NUMBER: 270050200110894	-SPLIT-	-5,235.58
Liability Check	4/28/2010	ONLINE	United States Treasury	EFT ACKNOWLEDGEMENT NUMBER: 270051800587634	-SPLIT-	-5,235.52
Liability Check	4/28/2010	ONLINE	Utah State Tax Commission	Transaction Number: 217642207	-SPLIT-	-1,703.94
Liability Check	4/28/2010	ONLINE	Nationwide Retirement Solutions	Entity: 644013	-SPLIT-	-2,115.34
Liability Check	4/28/2010	ONLINE	Utah Retirement Systems	Unit No: 864 (FEB 2010)	-SPLIT-	-5,827.37
Check	4/27/2010	VISA	Wells Fargo	Account Number: 4856 2002 0646 9796	-SPLIT-	-3,675.08
Check	4/27/2010	VISA	Wells Fargo	Account Number: 4856 2002 0869 3567	-SPLIT-	-920.63
Check	4/27/2010	VISA	Wells Fargo	Account Number: 4856 2002 0633 9635	-SPLIT-	-983.65
Check	4/23/2010	5527	State of Utah	Commission Number: 563596	-SPLIT-	-45.00
Check	4/23/2010	5528	Leadership Inc.	Personnel Workshop, Speaker Fee	Fees & Licensing	-500.00
Check	4/30/2010	5529	Utah County	NIMS Training Cancellation (Long, Wilkins)	Registration	-30.00
Check	4/30/2010	5530	PEHP-LTD	Coverage Period: April 2010	-SPLIT-	-233.54
Check	4/30/2010	5531	Millard County	VOID: NIMS Cancellation (Hansen)	Registration	0.00
Check	4/30/2010	5532	Shaney M. Kelleher	Expense Reimbursement	-SPLIT-	-357.50
Check	4/30/2010	5533	Johnnie R. Miller	Policy Number 1076 (FEB)	-SPLIT-	-337.00
Liability Check	4/30/2010	5534	Public Employees Health Program	April Benefits	-SPLIT-	-6,317.40
Liability Check	4/30/2010	5535	Opticare of Utah	Invoice Number: 10360	-SPLIT-	-70.38
Bill Pmt -Check	4/30/2010	5536	Alphagraphics	Invoice Number: 891523	Accounts Payable ML	-844.00
Bill Pmt -Check	4/30/2010	5537	Arthur J. Gallagher & Co.	Mileage Reimbursement	Accounts Payable ML	-6,594.00
Bill Pmt -Check	4/30/2010	5538	Bruce Adams	Mileage Reimbursement	Accounts Payable ML	-350.00
Bill Pmt -Check	4/30/2010	5539	Gerald E. Hess	Mileage Reimbursement	Accounts Payable ML	-25.00
Bill Pmt -Check	4/30/2010	5540	Jim Eardley	Mileage Reimbursement	Accounts Payable ML	-170.00
Bill Pmt -Check	4/30/2010	5541	Kent Sundberg	Mileage Reimbursement	Accounts Payable ML	-81.00
Bill Pmt -Check	4/30/2010	5542	Marsh USA Inc.	Invoice Number: 346541	Accounts Payable ML	-50.00
Bill Pmt -Check	4/30/2010	5543	NAIW	Sonya White Member Dues 2010-2011	Accounts Payable ML	-106.00
Bill Pmt -Check	4/30/2010	5544	Office Depot	Invoice Number: 515572646001	Accounts Payable ML	-14.32
Bill Pmt -Check	4/30/2010	5545	Paetec	Invoice Number: 9224908	Accounts Payable ML	-682.59
Bill Pmt -Check	4/30/2010	5546	Print2day	Invoice Number: 1043694	Accounts Payable ML	-373.48
Bill Pmt -Check	4/30/2010	5547	Purchase Power	Account Number: 8000-9090-018-5759	Accounts Payable ML	-506.14
Bill Pmt -Check	4/30/2010	5548	R. Steve White	Mileage Reimbursement	Accounts Payable ML	-81.00
Bill Pmt -Check	4/30/2010	5549	Revco Leasing Company, LLC	Invoice Number: 235829	Accounts Payable ML	-815.89
Bill Pmt -Check	4/30/2010	5550	Utah Association of Counties	Invoice Number: 3975	Accounts Payable ML	-255.00
Bill Pmt -Check	4/30/2010	5551	Utah Safety Council	Invoice Number: 01299	Accounts Payable ML	-5,500.00
Bill Pmt -Check	4/30/2010	5552	Wayne A. Smith	Mileage Reimbursement	Accounts Payable ML	-137.50
Bill Pmt -Check	4/30/2010	5553	Alphagraphics	Invoice Number: 10359	Accounts Payable ML	-990.79
Bill Pmt -Check	4/30/2010	5554	Office Depot	Invoice Number: 515480888001	Accounts Payable ML	-3.52
Bill Pmt -Check	4/30/2010	5555	Alphagraphics	Invoice Number: 10305	Accounts Payable ML	-707.95
Bill Pmt -Check	4/30/2010	5556	Office Depot	Invoice Number: 10343	Accounts Payable ML	-55.02
Bill Pmt -Check	4/30/2010	5557	Alphagraphics	Invoice Number: 10754	Accounts Payable ML	-719.18
Bill Pmt -Check	4/30/2010	5558	Alphagraphics	Invoice Number: 5-2010	Accounts Payable ML	-1,735.25
Bill Pmt -Check	5/1/2010	5559	Western AgCredit	Invoice Number: 518329484001	Accounts Payable ML	-10,788.00
Bill Pmt -Check	5/13/2010	5560	Office Depot	Invoice Number: 10653	Accounts Payable ML	-61.95
Bill Pmt -Check	5/13/2010	5561	Alphagraphics	Invoice Number: 112436	Accounts Payable ML	-708.44
Bill Pmt -Check	5/13/2010	5562	Henriksen/Butler	Invoice Number: 50910	Accounts Payable ML	-1,447.68
Bill Pmt -Check	5/13/2010	5563	Larson & Rosenberger	Ty Bennett PW	Accounts Payable ML	-1,058.00
Bill Pmt -Check	5/13/2010	5564	Leadership Inc.	Invoice Number: 469844	Accounts Payable ML	-500.00
Bill Pmt -Check	5/13/2010	5565	Pinney Bowes, Inc.	Invoice Number: 149197	Accounts Payable ML	-160.23
Bill Pmt -Check	5/13/2010	5566	Thompson Publishing Group, Inc.	Account Number: 5545124	Accounts Payable ML	-438.50
Bill Pmt -Check	5/13/2010	5567	Tri-Tel Communications, Inc.	Invoice Number: 2620560	Accounts Payable ML	-104.00
Bill Pmt -Check	5/13/2010	5568	Thompson Publishing Group, Inc.	Invoice Number: 2620560	Accounts Payable ML	-428.50
Total ML Expense						-96,175.37
WC Expense						
Bill Pmt -Check	4/30/2010	293	NCCI Holdings, Inc.	Invoice Number: 2620560	Accounts Payable WC	-50.00
Total WC Expense						-50.00

Utah Counties Insurance Pool Payments

April 14 - May 13, 2010

Type	Date	Num	Name	Memo	Split	Amount
TOTAL						-96,225.37



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Notice Title:	Board Meeting
Government Type:	Special Districts
Entity:	Utah Counties Insurance Pool
Public Body Name:	Board of Trustees
Notice Subject:	Insurance
Street Address:	1731 S. Convention Center Drive
Street Address continued:	
City:	St. George
Zip:	84070
Start Date:	05/13/10 12:00 PM
End Date:	05/13/10 3:00 PM
	Lunch Provided
	Call to Order
	Review/Excuse Board Members Absent
	Review/Approve April 13 Meeting Minutes
	Ratification and Approval of Payments and Credit Card Transactions
	Review/Approve 2009 Financial Audit
	Set Date and Time for Closed Meeting
	to Discuss Character, Professional Competence, Physical/Mental Health of an Individual
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	Set Date and Time for Closed Meeting
	to Discuss Pending or Reasonably Imminent Litigation
	Action on Litigation Matters
	Chief Executive Officer's Report
	Other Business

Description / Agenda:

ADA:

Electronic Participation:

In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during this meeting should notify Sonya White at the Utah Counties Insurance Pool, PO Box 760, Midvale, UT 84047, or call 800-339-4070, at least three days prior to the meeting.

Any Member of the Utah Counties Insurance Pool Board of Trustees may participate telephonically.

Other:

Emergency Notice:

Send copy of notice to:

Attachments

No

editor@sltrib.com

There are attachments associated with this notice.

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AFFIDAVIT OF KAY BLACKWELL

STATE OF UTAH)
 :ss
COUNTY OF SALT LAKE)

Kay Blackwell, being duly sworn upon oath, deposes and says:

1. That the affiant has personal knowledge of the matters hereinafter referred to in this Affidavit.

2. That the Affiant, on or about the 13 day of May, 2010, presided over a meeting of the Utah Counties Insurance Pool Board of Trustees, an open and public meeting within the provisions of Chapter 4, Title 52, Utah Code Annotated, 1953, as amended.

3. That a quorum of the Utah Counties Insurance Pool Board of Trustees was present and at least two-thirds of the members present, voted to close the meeting pursuant to the provisions of Section 52-4-4, Utah Code Annotated, 1953, as amended, for the purpose of discussing the character, professional competence, or physical or mental health of an individual.

4. That the affiant was present throughout the meeting and, pursuant to the provisions of Section 52-4-7.5, the affiant does hereby affirm that the sole purpose for closing the meeting was to discuss the character, professional competence, or physical or mental health of an individual or individuals.

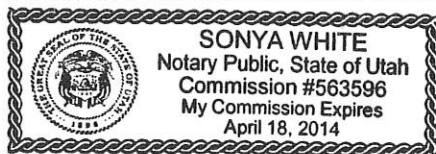
FURTHER, Affiant saith not.

DATED this 13 day of May, 2010.



KAY BLACKWELL, President
Utah Counties Insurance Pool

On the 13 day of May 2010, personally appeared before me Kay Blackwell, who, after being by me duly sworn, deposed and said that the information contained in the above and foregoing Affidavit is true and correct.





NOTARY PUBLIC

My Commission Expires: April 18, 2014

